

DO-75 64 2.6.71

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Midcareer Training Programs

REFERENCE : dated 29 March 1963, entitled Midcareer
Training Program
Action Memorandum No. A-336 dated 18 December 1963

1. My responsibilities as Chairman of the Training Selection Board require, in part, that I have certain information relative to the midcareer training program which will be planned for selected employees in each Career Service. I hope that you will be able to help me in this endeavor.

2. Of high significance are the criteria used in selecting employees for a midcareer program. Among these criteria should be the age, grade, and methods of evaluating performances and growth potential. In addition, I am interested in knowing the number of employees whom you select for midcareer training, including those who may not be selected for the formal Midcareer Training Course. These figures should be submitted as total numbers by grade and include estimates for Fiscal Years 1965 and 1966.

3. Your early response to this inquiry will be most appreciated, and will facilitate the implementation of a sound and coordinated Midcareer Program. It is probable that further requests of this nature will be forthcoming; in the meantime, I will be pleased to respond to any questions which may arise concerning this program.

MATTHEW BAIRD
Chairman,
Training Selection Board

STAT

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Midcareer Training Programs

REFERENCE : Action Memorandum No. A-336
dated 18 December 1963

In keeping with your instructions contained in referenced memorandum, I plan to send the attached memorandum to the four Deputy Directors. After they reply I will be able to take more positive steps in monitoring the Midcareer Training Program and will recommend to you procedures whereby the Program will be effective on a continuing basis. Consultations with heads of career services on individual midcareer planning should be an early order of business. I will keep you informed as this program progresses.

Attachment

MATTHEW BAIRD
Director of Training

Distribution

- 0 & 1 - Addressee (Pls return Orig w/atts to DTR)
- ✓ 1 - DD/S w/cy atts(temp)
- 2 - DTR

DD/S distribution:

- 0 & 2 - DTR w/atts and h/w note fr LKW: "Matt: I don't think you need Kirk's permission to send these out. Anyway he won't be back until the end of Feb." /s/ LKW 2/6/64

✓ 1 - DD/S subject w/atts

MEMORANDUM FOR: Deputy Director for Science and Technology

SUBJECT : Midcareer Training Programs

REFERENCE : dated 29 March 1963, entitled Midcareer
Training Program
Action Memorandum No. A-336 dated 18 December 1961

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MATTHEW BAIRD
Chairman,
Training Selection Board

Distribution

O & 1 - Addressee

3 - OTR

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT : Midcareer Training Programs

REFERENCE : dated 29 March 1963, entitled Midcareer
Training Program
Action Memorandum No. A-336 dated 18 December 1963

1. My responsibilities as Chairman of the Training Selection Board require, in part, that I have certain information relative to the midcareer training program which will be planned for selected employees in each Career Service. I hope that you will be able to help me in this endeavor.

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MATTHEW BAIRD
Chairman,
Training Selection Board

Distribution

O & 1 - Addressee

3 - DTR

Approved For Release 2003/09/04 : CIA-RDP84-00780R000600250007-4

TRANSMITTAL SLIP		
TO: Colonel White (via Mr. Lloyd)		
ROOM NO.	BUILDING	<i>[Handwritten signature]</i>
REMARKS:		
<p>Recommend your initials.</p> <p><i>VT</i> VRT</p> <p><i>9H</i></p>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

Approved For Release 2003/09/04 : CIA-RDP84-00780R000600250007-4